

DD/M&S 73-3098
06 AUG 1973


MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Joint Computer Support
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training
Director of Planning, Programming and Budgeting
Special Assistant for Information Control

SUBJECT : Competitive Evaluation System for Employees of the
Management and Services Directorate

1. A new competitive evaluation system has been adopted for the professional careerists, through the GS-14 level, of the MG career service. I would like this new system to be utilized by the other career services throughout the Management and Services Directorate. You may feel it necessary to make minor modifications to fill some peculiar requirements of your Service, but I want to approve any basic modifications before you initiate the system.

2. Attached are the DD/M&S Administrative Instruction No. 73-18, "Fitness Reports for Members of the MG Career Service" and the explanation of the evaluation system which uses the information from the Fitness Report as the basic data for evaluating and ranking the careerists. These two papers should provide you with the philosophy and objectives as well as the technical procedures for revising your evaluation system. II

3. Please adopt this evaluation system for your careerists as quickly as possible and provide me with a copy of the announcement and the instructions which are prepared explaining the system to your employees.


HAROLD L. BROWNMAN
Deputy Director
for
Management and Services

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Attachments